

**Cultural and Historic Affairs Committee
Meeting Minutes
January 18, 2011**

The Bethany Beach Cultural and Historic Affairs Committee held a meeting on Tuesday, January 18, 2011 at 1:00 p.m. in the Town Meeting Room, 214 Garfield Parkway, Bethany Beach, DE 19930.

Members present: Carol Olmstead, who presided; Margaret Young, Pat Rogers, Jane Fowler, May Lou McNerney, Theo Loppatto, Mary Lou Urquhart, and Gloria Farrar.

Excused members: Pamela Szypulski

Also present: Lindsey Shallcross, Administrative Secretary.

Call to Order

Ms. Olmstead called the meeting to order at 1:12 p.m.

Approval of Minutes from the November 09, 2010 Meeting

After a couple of amendments, Ms. Rogers made a motion to approve the minutes as amended. Ms. Fowler seconded the motion and it was unanimously approved.

Announcements

Report of Archival Basics Workshop on November 16, 2010 (Loppatto)

Ms. Loppatto reported that she and Ms. Olmstead attended a workshop hosted by the State of Delaware in Lewes, which was about *Collections Management*.

The workshop covered the following topics:

- Mission statements
- Having policies in written statements
- Policy development
- Housekeeping policies
- Exhibit policies
- Liability issues
- Handling guidelines
- Preservation plans

Ms. Olmstead noted that they do have a mission statement and a form that is to be completed for all donations received for the museum.

Ms. Olmstead also reported that document maintenance was also discussed. All files are stored on Ms. Farrar's computer and in Ms. Olmstead's house. Ms. Olmstead added that the Town Manager, Mr. Cliff Gravier has given permission for CHAC to maintain files in the Town Hall.

Ms. Olmstead mentioned that the Committee makes note of items on an archive list that people have donated.

Report on Coastal Museum Advisory Committee (Olmstead)

Ms. Olmstead reported the following:

The Town of Ocean View Historical Society would like to build a Coastal Museum and she was invited to join the Coastal Museum Advisory Committee.

There is another meeting next month to discuss the development of the Coastal Museum. A house that was donated to the Town of Ocean View is going to be renovated and the Coastal Museum will be built adjacent to it, but a lot of money must be raised for this to take place.

The Town of Ocean View is asking participation towards this project from all towns in the coastal area.

Ms. Olmstead would like CHAC to consider making a contribution from their funds towards the Coastal Museum project.

The Ocean View Historical Society's first fundraiser for the Coastal Museum will be on February 12th. It is going to be a dinner dance at the Bear Trap Bistro and is forty dollars (\$40) per person attending.

Ms. Olmstead is going to send out fliers for the fundraiser and will see if she can post it around the Town.

Ms. Young noted that the Ocean View Historical Society does a good job.

Ms. Olmstead will keep the Committee updated on the status of this project.

Committee Input Regarding Recognition of Civil War Anniversary

Ms. Olmstead acknowledged that at the last meeting Ms. Farrar provided the Committee with input from the Delaware Historical Association regarding the Civil War Anniversary.

It was discussed at the last meeting that having a Cultural Event to recognize the 150th Civil War Anniversary would be a good idea. However, a program recommendation e\ has not been found at this time.

Ms. Olmstead emphasized that the speaker must have knowledge and speak specifically about Delaware and the Civil War.

Ms. Young made a suggestion for a speaker and said she will contact him.

Ms. Olmstead advised the Committee members to make contacts of potential speakers and bring the information to the next meeting.

Review Plan for Drexler Plaque

Final Wording

Ms. Olmstead stated that after the final wording for the Drexler Plaque is decided, she will fax it to Healy Bros. and they will send a proof back.

The Committee discussed what the final wording for the plaque should be.

Ms. Fowler is going to check for the correct official name of the award that Henry Drexler received.

Loop Canal Plaques

The Committee reviewed the wording for the plaque to be installed on the Loop Canal. The plaque will say the following:

*Dedicated in Recognition of the
100th Anniversary
Of the completion of the Bethany Beach
Loop Canal
July 8, 2010*

The Committee decided that the plaque will be installed on the railing of the dock.

Oral History Project

Review Interviews to Be Completed

Ms. Olmstead said that she spoke with Mr. Ray Disney and he is ready to move forward with this project.

The Committee reviewed a list of individuals who were interviewed and others that still need to be interviewed. So far, there have been twelve (12) interviews completed.

The Committee eliminated individuals from the list that will be difficult to get in touch with, and are going to contact the others on the list.

Ms. Olmstead noted that Mr. Disney asked that the Committee discuss at future meetings what parts of the interviews should be included on the DVD. The Committee will review the recordings at the next few meetings and make recommendations to Mr. Disney.

Date for Completion of All Interviews

Ms. Olmstead stated that she and Mr. Disney decided that it will be best if the Committee has a deadline to complete the project and Mr. Disney suggested that the deadline be May 1, 2011. The Committee agreed.

Mr. Disney is available to do the interviews anytime as of right now. Ms. Olmstead suggested that the Committee members contact him to schedule a time and date for the interviews.

Ms. Olmstead said that Mr. Disney also recommended that the interviewees bring any old photographs that they may have to the interview, and he will scan them.

Goals for 2011

Review and Recommendations for Ongoing Projects

The following items are ongoing projects:

- Notecards (Szypulski)
- Plaque for historical pictures (Committee Recommendations)
- Plaques for historical houses
- Newspapers (Urquhart, Rogers, and Loppatto)

Other Suggestions

Ms. Olmstead noted to the Committee to bring in any addresses of historical houses in the Town that they may want to suggest for a historical plaque. It must be built previous to 1930.

Date for Next Meeting and Adjournment

The next meeting is scheduled for February 8, 2010 at 1:00 p.m.

Ms. Loppatto made a motion to adjourn the meeting. Seconded by Ms. Fowler, the motion was unanimously approved.

The meeting was approved at 2:34 p.m.

Respectively Submitted:

Lindsey Shallcross, Admin. Secretary

